



DISTRICT V

CONTRA COSTA COUNTY SUPERVISOR

FEDERAL D. GLOVER

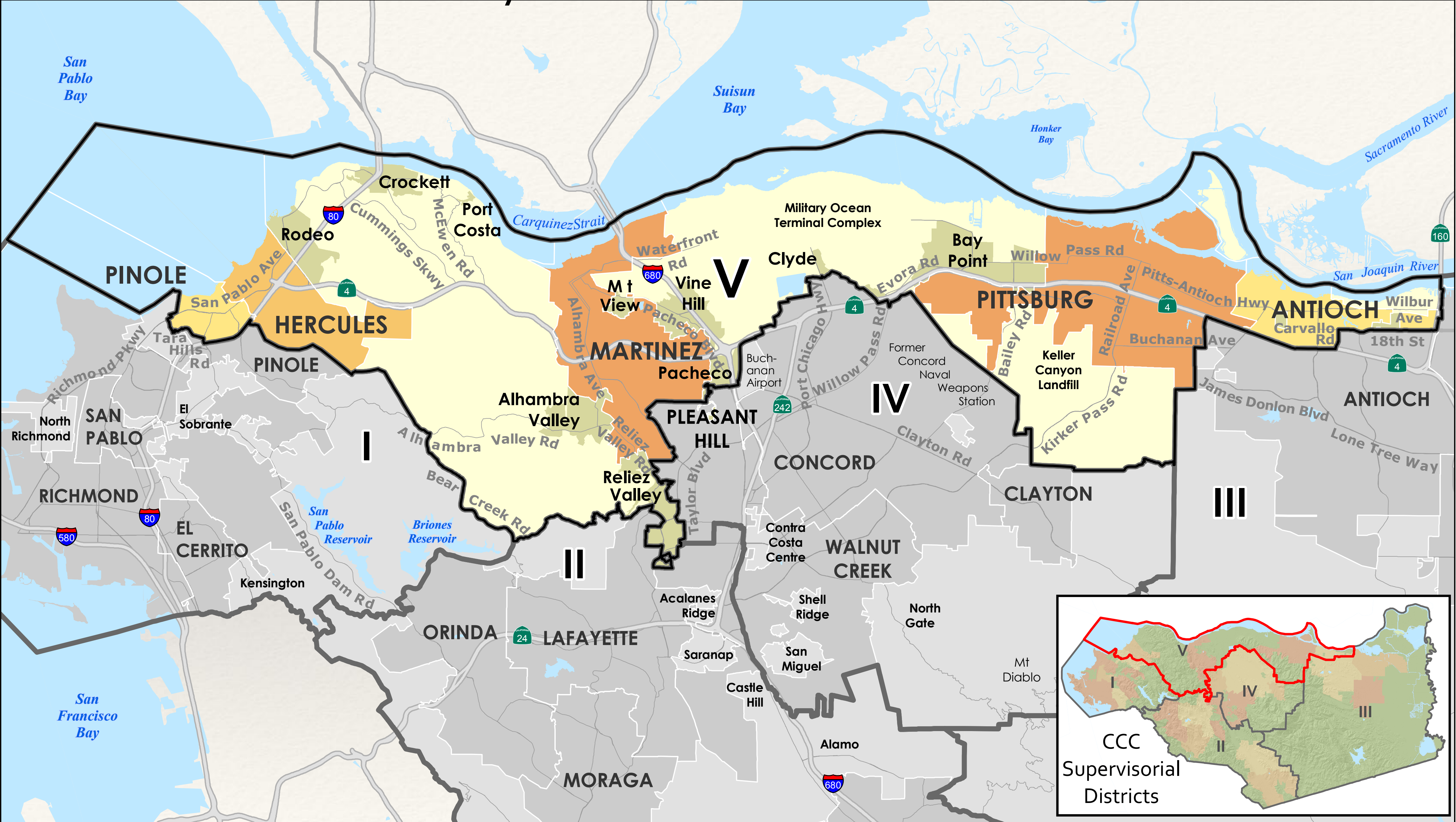
David E. Fraser, District V Chief of Staff | Kristen Lackey, Development Bond Program Manager | Holland White, District V Special Projects

Keller Canyon Mitigation Fund 2017-18 Bidders' Conference

Supervisor Federal D. Glover
Contra Costa County, District V
315 East Leland Road
Pittsburg, CA 94565

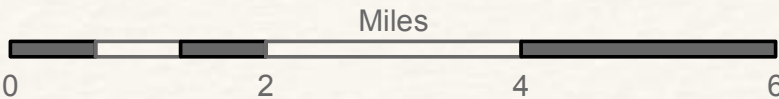
Contra Costa County

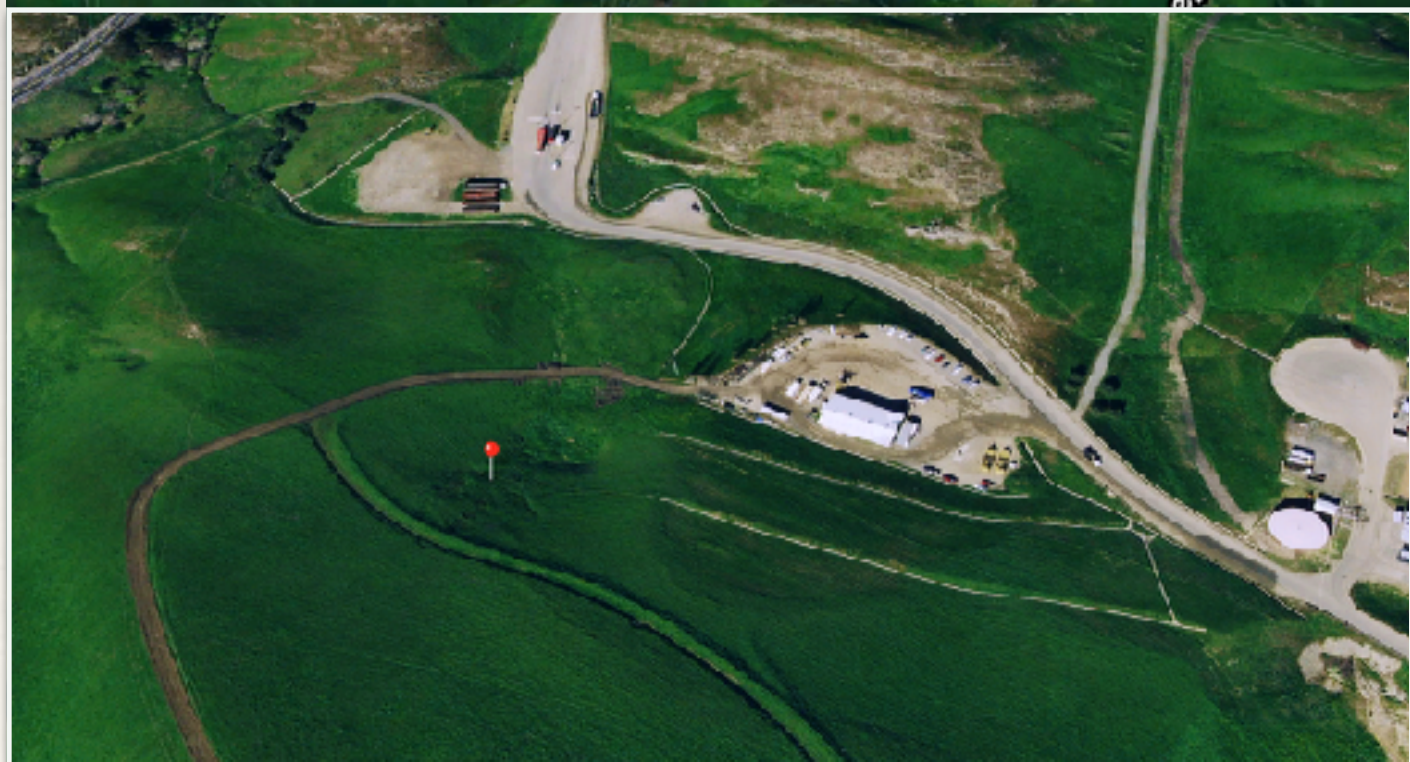
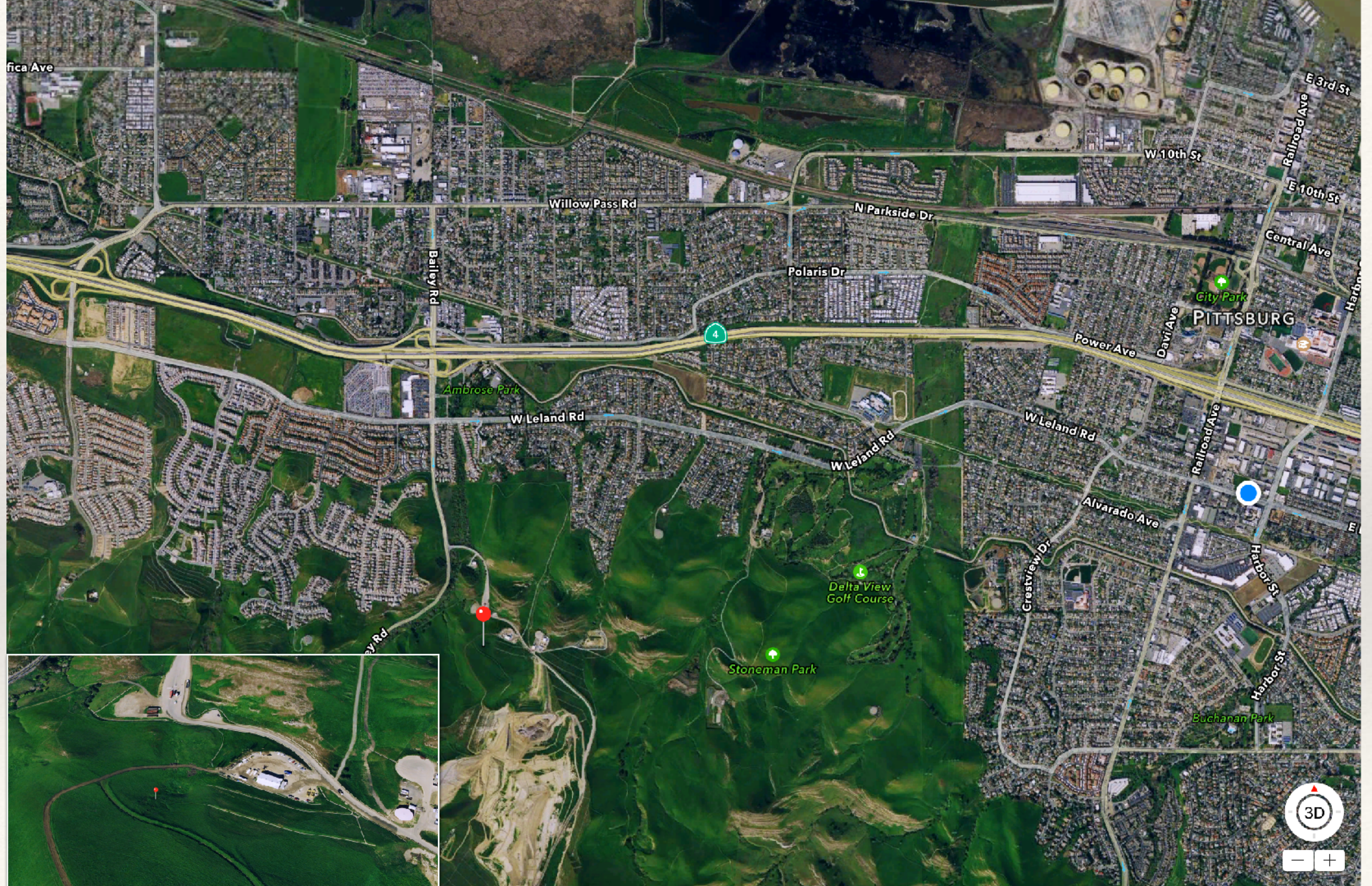
Supervisory District V - Approved Map



Map approved July 26th by Board of Supervisors, adopted under Ordinance No. 2011-15 at August 9th, 2011 Board of Supervisors Public Hearing
Contra Costa County Department of Conservation & Development
651 Pine Street, 4th Floor - N. Wing, Martinez, CA 94553-0095
37:59:48.455N 122:06:35.384W

Prepared by the Department of Conservation and Development - GIS Group





Keller Canyon Mitigation Fund

- ❖ Funds collected by Contra Costa County
- ❖ Portion of funds available for a grant program
- ❖ Grant program administered by Supervisor Federal Glover
- ❖ Awards are made on an annual basis after committee review

Keller Canyon Review Committee & Staff

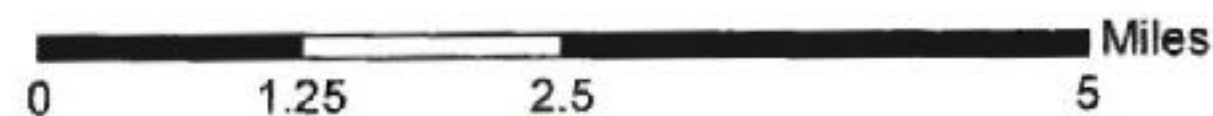
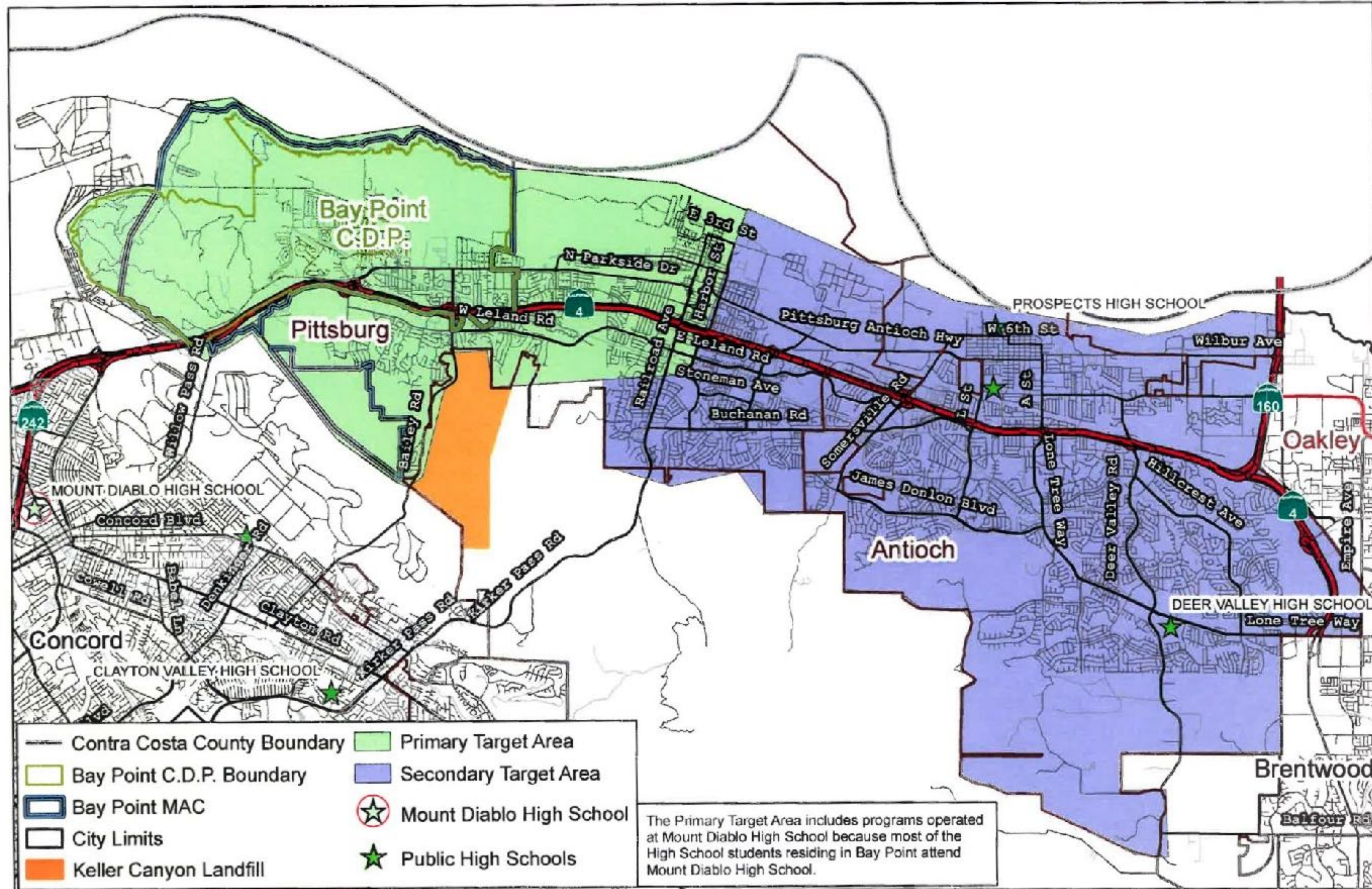
- ❖ Federal D. Glover, *District V Supervisor, Chair*
- ❖ David E. Fraser, *Chief of Staff, Office of Supervisor Glover*
- ❖ Khurram Shah, *Bay Point Chamber of Commerce*
- ❖ Debra Mason, *Mt. Diablo Unified School District Board*
- ❖ Kristen Lackey, *Community Development Bond Program Manager & Committee Staff*

Kristen Lackey

Overview of Mitigation Fund General Policies

Target Areas
Categories of Service
General Requirements
Application Procedures

Keller Canyon Mitigation Fund Target Area Map



Map created 3/11/2011
 by Contra Costa County Department of Conservation and Development
 Community Development Division-GIS Group
 651 Pine Street, 4th Floor North Wing, Martinez, CA 94553-0095
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 This map contains copyrighted information and may not be altered. It may be reproduced in its current state if the source is cited. Users of this map agree to read and accept the County of Contra Costa disclaimer of liability for geographic information.



Distribution of Funds by Target Area

- ❖ Board of Supervisors policy requires that at least 70% of the total annual funds be directed to the primary target area.
- ❖ Each individual proposal may provide services in:
 - ❖ primary target area only,
 - ❖ secondary target area only, or
 - ❖ combination of both of the target areas
- ❖ Question #4 in the Application asks you to identify the percentage of clients residing in the primary target area and the percentage of clients residing in the secondary target area.

Funding Categories

- ❖ Children/ Youth Services
- ❖ Code Enforcement
- ❖ Public Safety / Health
- ❖ Community Beautification
- ❖ Community Services



Eligibility Requirements

- ❖ Tax Exempt Organization
 - ❖ IRS designation under section 501(c)(3) of the Internal Revenue Code (most nonprofits) - automated with EIN search
 - ❖ IRS designation under section 501(c)(6) of the Internal Revenue Code (chambers of commerce) - automated with EIN search
 - ❖ Most recent IRS Form 990, 990-EZ, 990-N (postcard) or Form 1023 / 1024 indicating religious or other exemption from filing - attached to electronic application
- ❖ “Current” status with the California Secretary of State
 - ❖ California Business Portal printout (www.kepler.sos.ca.gov) - attached to e-application

Eligibility Requirements II

- ❖ Organization must operate in the primary or secondary target area, or provide documented services for residents of the target areas
- ❖ Meet County insurance requirements, including:
 - ❖ General Liability Insurance of at least \$500,000
 - ❖ Indemnifying the County, and covering for any emergent liabilities
 - ❖ Workers compensation insurance is required if you have employees, or if volunteers receive ANY stipends / payment

Funding Schedule

- ❖ Mandatory Bidders Conference (April 17; 9:00 a.m.)
- ❖ Online Proposal and Attachments (May 12; 5:00 p.m.)
 - ❖ No printed, emailed, or faxed proposals will be accepted for consideration
 - ❖ Once the deadline has passed, attempts to submit applications via the submission portal will be automatically rejected

Funding Schedule II

- ❖ Oral Presentations (June 23 - June 30)
- ❖ Status notification of application (Mid-July)
- ❖ Grant Contract Signing (Early August)
- ❖ Keller Grant recipient reception (Early August)

David E. Fraser

Overview of the 2017-18 Application/Proposal

Online Portal
Project Summary
Core of the Proposal
Evaluation Mechanism
Project Budget

The Project Summary

- ❖ Limited to only 50 words
- ❖ Provides a succinct overview of the project
- ❖ Content informs the Board Order if grant is awarded

Sample Project Summary #1

Provide violence prevention counseling services to 45 at-risk youth (ages 14-19) who are in the foster care and/or juvenile justice system. Trained, certified and credentialed staff and volunteer mentors will engage, support and empower youth through a 52-week group psycho-educational program. 40 youth are expected to complete the program.



Sample Project Summary #2

Operate the Teen Center by providing a safe place for teens to drop-in and socialize with their peers and be mentored by the Teen Coordinator. A total of 100 teens will be served during the year.



Sample Project Summary #3

Publish and mail the Senior Center Newsletter to 5,000 seniors twice during the year to provide seniors with critical information regarding County and City services that enhance their quality of life.



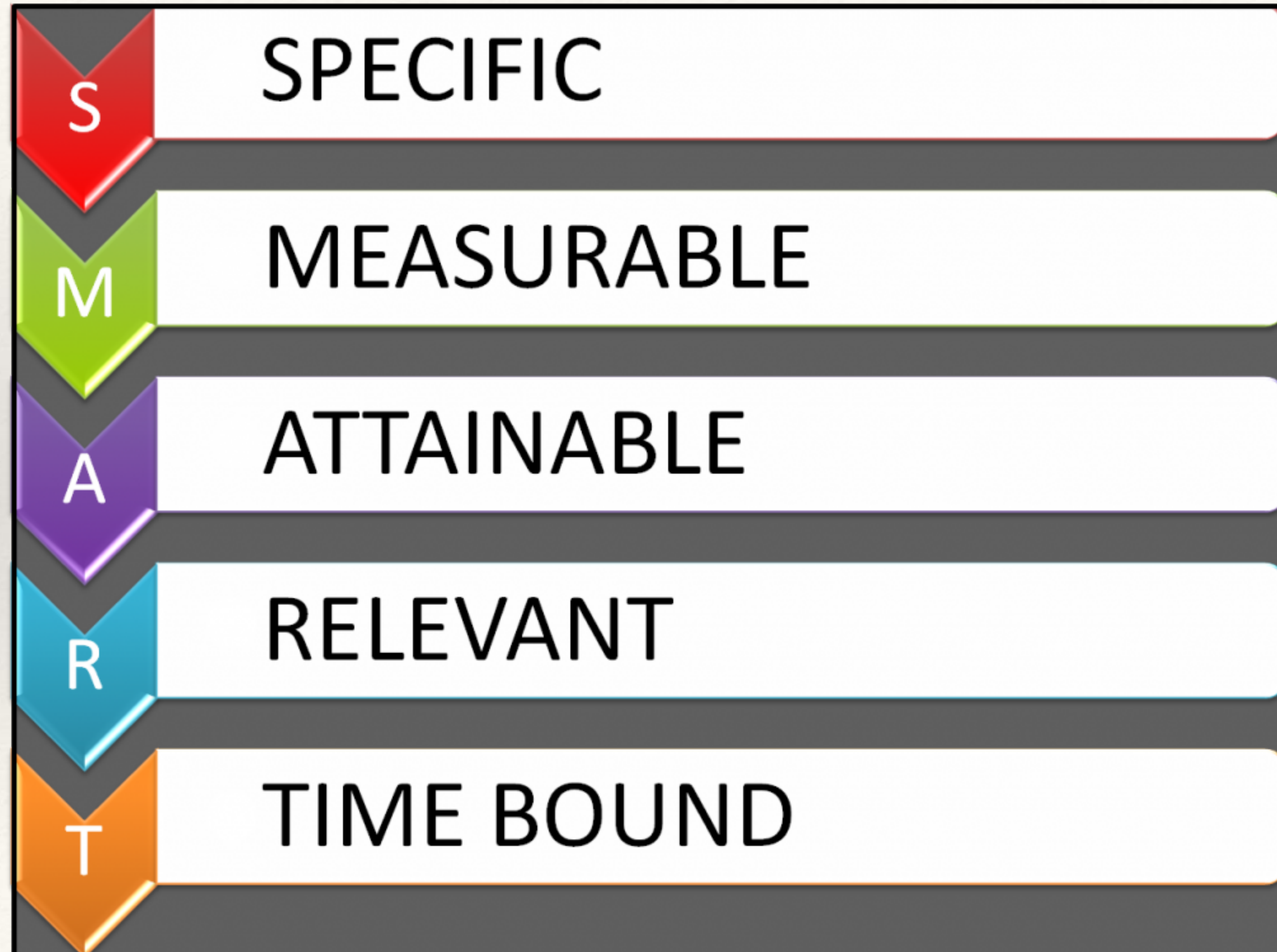
Background & Project Description

- ❖ Provides description of the project
- ❖ Indicates duration of the project
- ❖ Target area for the proposed project
- ❖ Client eligibility criteria (for proposed services)

Proposal Narrative

- ❖ Statement of Need
 - ❖ Must be data driven (census, surveys, primary research)
 - ❖ Core of the proposal and weighted accordingly
- ❖ Outline of Goals & Objectives for the project
- ❖ Detailed description of outcomes and impacts

How we measure goals and outcomes...

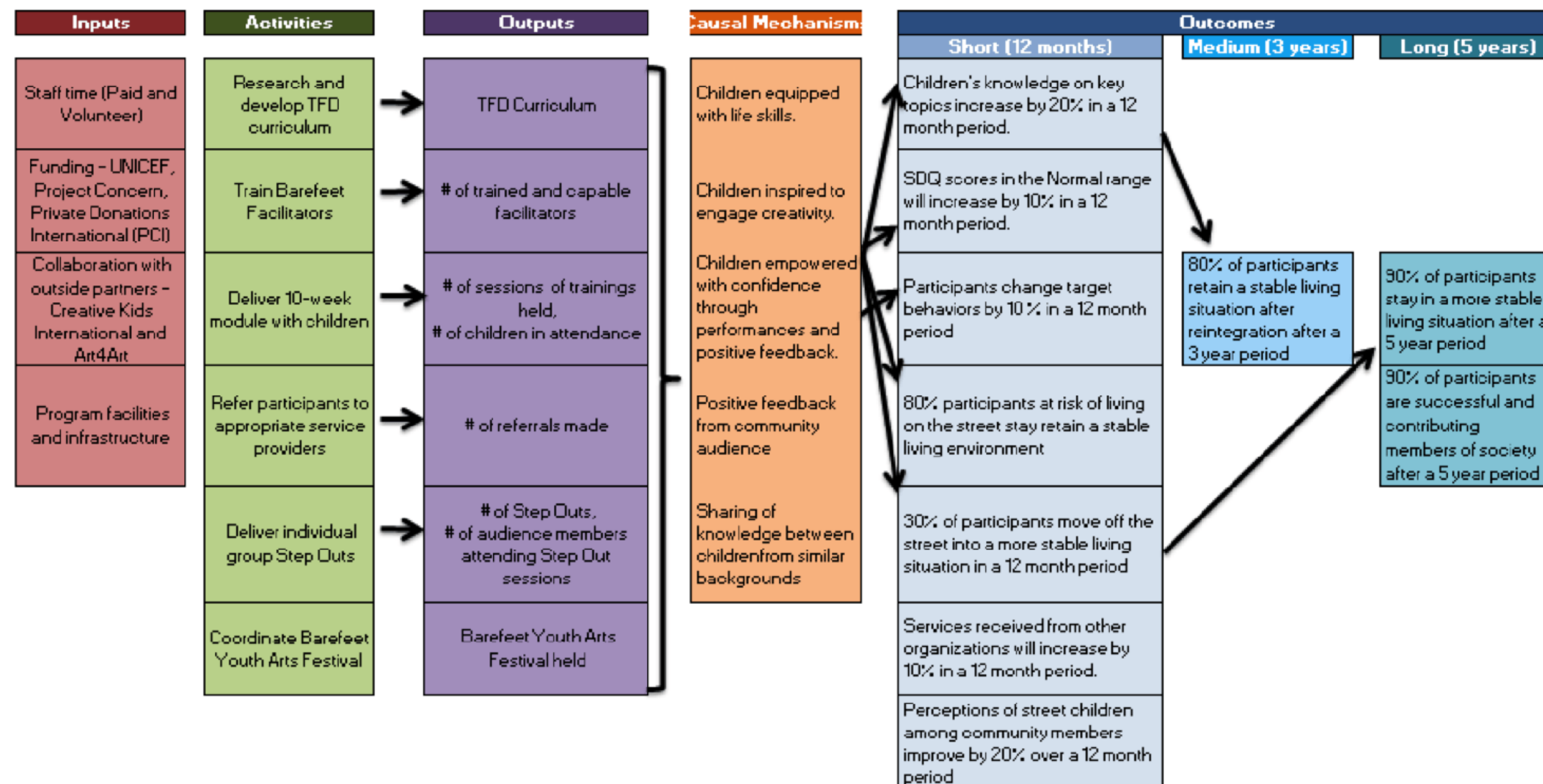


Proposal Narrative II

- ❖ Evaluation Protocol
 - ❖ How will success be measured?
 - ❖ How will the outcomes be demonstrated to the community?
- ❖ Project Timeline - When will deliverables be realized?
- ❖ Formal logic model is required (as attachment) for grants \$5,000 or greater

Barefeet's Theatre for Development (TFD) Workshops Logic Model

Situation: The overall goal of Barefeet is to prevent children from living on the streets, through involving them in theatre and other creative and recreational activities.



Assumptions

- OVC willing to participate in programs
- Facilitator literacy
- Communities open to hosting Step Out sessions
- Government of Zambia and other stakeholders are supportive of the program
- Parents / guardians willing to allow children to participate in programs and take children currently living on the streets back into home

External Factors

- Large population of OVCs (1.2 million) in Zambia in need of support.
- Gaps in funding.
- Other programs providing overlapping OVC-related services in the same area
- Community attitude towards OVC

Project Funding

- ❖ A detailed project budget showing ALL sources and uses of funds, including Keller Canyon Mitigation funds (template follows)
- ❖ Identify other areas, beyond the target areas, and indicated how they are funded
- ❖ Identify the fiscal agent, if appropriate

PROPOSED PROJECT BUDGET

Please modify this form to list EACH FUNDING SOURCE and ALL EXPENSE CATEGORIES that are relevant.

ADD MORE COLUMNS OR ROWS as necessary. Budget should be for ENTIRE PROJECT.

Gray shaded areas will automatically calculate.

[illegible]

Application Attachments

- ❖ IRS Form 990, 990-EZ, 990-N, or 1023 / 1024
- ❖ California Business Portal printout
- ❖ Commitment letters / MOU for approved funding sources
 - ❖ Note: Public agencies are exempt from these requirements
- ❖ Statement of ability to provide General Liability Insurance (and Worker's Compensation where appropriate)

General Keller Questions & Comments

Holland White & Benevity

Overview of the Online Application Portal

Logging On
Creating Accounts
Submitting Attachments
Technical Issues

Online Portal Questions & Comments



DISTRICT V

CONTRA COSTA COUNTY SUPERVISOR

FEDERAL D. GLOVER

Keller Canyon Mitigation Fund

Contact Information

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district5@bos.cccounty.us